

**MINUTES OF THE ECUA CITIZENS' ADVISORY COMMITTEE MEETING HELD  
WEDNESDAY, SEPTEMBER 20, 2017 AT 2:00 P.M. IN THE ECUA BOARD ROOM  
AT 9255 STURDEVANT STREET, ELLYSON INDUSTRIAL PARK, PENSACOLA, FL**

**Members present:** Vicki Campbell, Chairman  
Larry Walker, Vice Chairman  
Deborah Benn  
Lois Benson  
Catherine Booker  
Chuck Kimball  
Elvin McCorvey  
Dale Perkins  
Randy Ponson  
Louise Ritz  
Mike Steltenkamp  
Josh Womack

**Staff present:** Steve Sorrell, Executive Director  
Nathalie Bowers, Public Information Officer  
Tim Haag, Director of Government Affairs  
Linda Iversen, Executive Assistant to the Board  
Bill Johnson, Director of Engineering  
Jim Roberts, Public Information Officer  
Patricia Sheldon, Director of Finance

**ITEM A - INVOCATION AND PLEDGE OF ALLEGIANCE**

Chairman Campbell provided the invocation and led the Pledge of Allegiance.

**ITEM B - CALL TO ORDER**

Chairman Campbell called the regular meeting of the ECUA Citizens' Advisory Committee to order at approximately 2:03 p.m.

**ITEM C - ADOPTION OF AGENDA**

Mr. Womack added the topic of "community engagements" to the agenda.

Dr. Walker added the topics of "billing language" and "sewer improvement fee" to the agenda.

Chairman Campbell added "clarification of the CIP for commercial lines" under new business.

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A motion was made by Dr. Walker, seconded by Ms. Ritz, to adopt the agenda as presented and amended. Motion carried 12-0.

**ITEM D - OPEN FORUM**

(1) Dr. Gloria Horning, 310 South DeVilliers Street, Pensacola, FL, addressed the Committee concerning odors in her neighborhood and her request for H2S monitors.

Staff indicated they have a number of devices called odalogs placed around the lift station for that area and the readings are indicating zero. However, readings from around the park area are much higher and the odor apparently is coming from the park. Staff further indicated they would make contact with FDEP Air Quality group and perhaps they could assist in making a determination as to what the odor is and where it is coming from.

Ms. Benson stated that staff needs to also copy the Health Department with their findings.

Mr. Perkins indicated he concurs with staff that ECUA needs to try to work with other agencies to resolve the odor issue. Further, Mr. Perkins suggested that perhaps a team of experts from the agencies should be put together to evaluate the problem.

Mr. Steltenkamp stated that he would be happy to meet with Dr. Horning at her location and assist with a determination of the cause of the odor problem.

(2) Mr. Leslie Raske, 8142 LiFair Drive, addressed the Committee concerning damage to his yard and sidewalk when the compost he ordered was delivered. Mr. Raske distributed a copy of a letter from ECUA's Mr. Patterson, along with pictures of the damage, in which he denied Mr. Raske's claim for damages because he signed a release of liability.

This issue was referred back to staff for another evaluation and it was requested that staff report their findings back to the Board at its meeting next week.

**ITEM E - APPROVAL OF MINUTES**

A motion was made by Mr. Kimball, seconded by Mr. McCorvey, to approve the minutes of the regular meeting of August 16, 2017 as presented. Motion carried 12-0.

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**ITEM F - WRITE OFF UNCOLLECTIBLE BALANCES**

A motion was made by Mr. McCorvey, seconded by Ms. Benn, that the Board authorize the Executive Director or his designee to write off as uncollectible accounts receivable in the total sum of \$662,592, and make appropriate entries in the financial records of ECUA to reflect the write off of said uncollectible accounts.

These written off accounts enable the Executive Director to carry out his duties in accordance with generally accepted accounting principles and ECUA does not waive any rights it may have to collect said accounts. Motion carried 12-0.

Mr. Perkins stated that last month there was an issue brought up by Ms. Sherri Myers concerning the placement of ECUA containers on sidewalks and Mr. Perkins suggested that perhaps a label on the cans that directed proper placement location would resolve this problem. Staff indicated the suggestion from Mr. Perkins would be evaluated, but may work.

**ITEM G - AWARD OF BID – TRUCK TIRE RETREAD SERVICES**

A motion was made by Mr. McCorvey, seconded by Mr. Kimball, that the Board approve award of bid for a one-year contract with two optional one-year extensions, not to exceed \$250,000 with Southern Tire Mart of Columbus, MS, as low bidder, with funding for these services provided from the appropriate line item within the Sanitation operating budget. Motion carried 11-1 with Dr. Walker voting against the motion.

**ITEM H - AWARD OF PURCHASE – NEW AND REPLACEMENT VEHICLES FOR  
FISCAL YEAR 2018**

A motion was made by Mr. Kimball, seconded by Ms. Benn, that the Board:

(1) approve and concur with the Executive Director's estimation of value as well as his finding that the vehicles identified in Exhibit A to Tab 1 will no longer be necessary, useful, or profitable in the operation of the utility systems of ECUA once each vehicle's identified replacement is placed into service;

(2) authorize the purchase of three (3) replacement vehicles through the National Joint Powers Alliance (NJPA) cooperative purchasing contract;

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(3) authorize the purchase of one (1) replacement vehicle from Hub City Ford through the Florida Sheriffs Association Cooperative Purchasing Program;

(4) authorize the purchase of one (1) replacement vehicle from Rush Truck through the State of Florida Contract;

(5) waive the normal purchasing procedures and authorize the purchase of fourteen (14) replacement vehicles from Coggin Ford, the lowest responsive responder to ECUA's solicitation for competitive quotes; and

(6) authorize the disposition that the surplus vehicles identified in Exhibit A, once their replacements are placed into service, by way of on-line public auction, in accordance with Section 2-16.B.1 of the *ECUA Code*.

Motion carried 12-0.

**ITEM I - PURCHASE OF GLASS CONVEYOR – MATERIALS RECYCLING FACILITY**

Chairman Campbell indicated that a correction to the funding source needed to be made. Rather than 2018 CIP Sanitation budget, the source should be 2018 CIP MRF.

A motion was made by Ms. Benson, seconded by Mr. Womack, that the Board waive normal purchasing guidelines and approve a sole source purchase of a BHS-designed, fabricated and installed glass conveyor for the MRF at a cost of \$105,985 with funding available in the fiscal year 2018 CIP MRF budget. Motion carried 12-0.

**ITEM J - EXTENSION OF CONTRACT – THIOGUARD (MAGNESIUM HYDROXIDE)**

A motion was made by Mr. McCorvey, seconded by Mr. Kimball, that the Board waive the normal bidding process and approve a contract extension with Premier Magnesia, LLC, for the sole source purchase of Thioguard at the price of \$2.33 per gallon, with funding from the appropriate budget line item. Motion carried 12-0.

**ITEM K - PURCHASE OF PURAFIL ODOR CONTROL FILTER MEDIA**

A motion was made by Mr. Kimball, seconded by Mr. Womack, that the Board waive the normal bidding process and approve the sole-source purchase of Purafil odor control media due to the proprietary nature of this material, from Pump & Process Equipment, Inc., Pensacola, Florida, for its use

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at various ECUA sites, with funding from the appropriate budget line item in the fiscal year 2018 Operating budget. Motion carried 12-0.

**ITEM L - DRYER #2 LINER REPAIRS AND ADDITIONAL SURFACE HARDENING**

A motion was made by Ms. Benn, seconded by Ms. Ritz, that the Board waive the formal bid procedure based upon the complexity of the work as well as the rigid prequalification requirements for those working on Komline-Sanderson dryers, and award a contract for the installation of the liners and application of the alloy surface hardening of the paddles for dryer #2 to WILTEW, Semmes, AL, which submitted the lowest responsive proposal, in the total amount of \$138,600, with funding from the appropriate budget line item. Motion carried 12-0.

**ITEM M - PROJECT RANKING – TRIUMPH GULF COAST FUNDING**

Ms. Benson expressed her dissatisfaction, as did Chairman Campbell, with the way the restore funds are being dispensed in that there are areas within Florida that are receiving far greater amounts than Escambia County – the most highly impacted area - that were not even impacted by the BP oil spill.

A motion was made by Mr. Perkins, seconded by Ms. Benson, that the following projects be the top five priorities.

- Central well field
- Downtown sewer rehabilitation
- Central County regional sewer facilities
- Holsberry Lane sewer expansion
- South Brownsville (Mobile Highway) sewer expansion

Ms. Ritz indicated she would like to see the following projects in the top five. Further, she would like information associated with these projects that would include the number of homes and businesses will be impacted, how will each support economic development, and whether any additional lift stations and water wells would be required.

- Downtown sewer rehabilitation
- Central well field
- Central County regional sewer facilities
- Navy Point sewer expansion, Phase IV
- Navy Boulevard (East)

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An amendment to Mr. Perkins motion was made by Ms. Benson, seconded by Mr. Ponson, to substitute Navy Boulevard (East) for the Central County regional sewer facilities.

Mr. Steltenkamp expressed her concerns with the cost associated with the Central well field and the likelihood that the high cost of that project would not even be one considered for any portion of the possible \$750,000 that is allocated to be distributed, of which ECUA is one of many in the running for a portion of the \$750,000.

Ms. Benson commented that in light of the comments by Mr. Steltenkamp, she wished to amend her amendment to remove the Central well field from the list. This amendment did not receive a second.

Chairman Campbell suggested that everyone be given the opportunity to speak to the projects and then motions made.

Ms. Benson suggested that everyone be permitted to speak to the prioritization of the projects and then each member develop a list of five to be submitted. Therefore, she is withdrawing her amendment to Mr. Perkins motion.

After discussion as to the best way to decide on the top five projects, Mr. Perkins withdrew his motion. The second to the motion agreed.

A motion was made by Mr. Perkins, seconded by Ms. Benson, that all members make a list of the five projects of their choice and provide to staff for presentation of the top five projects to the Board in the form of a recommendation.

After suggestion by Dr. Walker, it was the consensus that Mr. Sorrell receive the members lists at this time and calculate the top five projects based on the lists submitted.

Mr. Ponson suggested that perhaps if the City was allotted funds for any stormwater improvements, then perhaps ECUA could relinquish any funds that it might receive to the City for stormwater projects that would also benefit ECUA's wastewater system.

Mr. Perkins commented that, although he does not see it happening, he feels that the stormwater facilities and responsibilities should be given to the ECUA. ECUA has the technical knowledge and skills to properly manage the systems and it has been suggested in the past that ECUA take over the stormwater.

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Staff was requested to ask the Chairman of the Board of County Commissioners to include an ECUA seat on the Triumph Gulf Coast, Inc., group, or at least someone from Escambia County. Staff advised that the appointments were by State statute and cannot be changed.

Chairman Campbell restated the motion for each member to make a list of their top five projects and for staff to bring it back in the form of a recommendation to next week's Board meeting.

Ms. Benson commented that she feels staff can tally the lists at this time and that tally could go to the Board as a recommendation. Chairman Campbell agreed to do it that way.

Mr. Sorrell collected the lists from the members and Chairman Campbell called for a recess was taken at approximately 3:38 and the meeting reconvened at approximately 3:47 p.m.

Upon reconvening the meeting, staff provided the following tally:

Downtown sewer rehabilitation  
Navy Boulevard (East)  
Navy Point sewer expansion, Phase IV

Three projects were tied – South Brownsville (Mobile Highway) sewer expansion, Central County Regional Sewer Facilities, and Holsberry Lane sewer expansion.

Each member submitted a second list for two of the three tied projects with the results being:

South Brownsville (Mobile Highway) sewer expansion  
Holsberry Lane sewer expansion

Although reflected in agenda order in these minutes, Chairman Campbell proceeded with the remainder of the agenda during the tallying of the second vote.

Mr. Sorrell stated that the final list is as follows:

Downtown sewer rehabilitation  
Navy Boulevard (East)  
Navy Point sewer expansion, Phase IV  
South Brownsville (Mobile Highway) sewer expansion

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**Holsberry Lane sewer expansion**

A motion was made by Ms. Benson, seconded by Mr. Kimball, moved approval of the list as tallied and articulated by Mr. Sorrell. Motion carried 12-0.

**ITEM N - INFORMATIONAL REPORTS:**

The following reports were presented for information only and did not require action.

- (1) Water Production monthly report – August 2017
- (2) Water Reclamation monthly report – July 2017
- (3) Water Reclamation monthly report – August 2017

**ITEM O - UNFINISHED BUSINESS**

Chairman Campbell withdrew her question concerning commercial lines.

**ITEM P - NEW BUSINESS**

- (1) Community involvement (Womack)

Mr. Womack stated the Cantonment Improvement Committee is having a fall festival in Cantonment and invited the Board members to attend. The festival will be held on October 14 from 11 a.m. to dark at 208 Webb Street.

- (2) Billing information (Walker)

Dr. Walker requested that staff provide the language that is contained on the ECUA bill regarding the Capital Improvement Fee.

- (3) Sewer improvement fee (Walker)

Dr. Walker commented that ECUA began collecting the sewer improvement fee in 2017 and it runs for 25 years – to 2032, and that is longer than he thought. Further he felt that information is something others would like to know.

Mr. Barry Tweedie, 10395 Old Dairy Lane, addressed the Committee stating that he feels the fee needs to go. Further, there is no justification to the customers for these type fees.



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Chairman Campbell requested that staff provide the Board action taken in this regard to Mr. Tweedie. Mr. Sorrell stated the debt was not all issued at once. It was issued as it was needed to pay bills and that is why we had the incremental increase.

**ITEM Q - ADJOURNMENT**

There being no further business to come before the regular meeting of the ECUA Citizens' Advisory Committee, Chairman Campbell declared the meeting adjourned at approximately 4:03 p.m.

Respectfully submitted,

Stephen E. Sorrell  
Executive Director and  
Secretary

**APPROVED BY THE ECUA CITIZENS' ADVISORY  
COMMITTEE IN A MEETING ON \_\_\_\_\_.**

- ( ) Without corrections/amendments.**
- ( ) With corrections/amendments being:**